## SPECIAL PERMITS FOR RETAIL LICENSES

The information below describes special activity permits, which can be issued with the different types of retail liquor licenses. Do not allow these activities on the licensed premises without having the appropriate special activity permit. The back page describes generally the process for obtaining special permits.

PERMIT	ISSUED TO	DESCRIPTION/ACTIVITY	FEE
Sunday Sales	On-Premises: Class C B-Hotel Club  Off-Premises: SDD  Resorts: Class C, B-Hotel, and SDD  24 hour license	Allows Sunday sales of liquor between the hours of 12:00 noon and 12:00 midnight. Subject to these restrictions:  • Sunday sales must be legal in the local unit of government  • Gross liquor sales must be less than 50% of the gross sales of the entire business, including beer and wine for on premises Licensee's.	On-Premises: Annual fee 15% of major licensing fee including Add Bars. Initial issuance 15% of major license fee including add bars unless being issued simultaneously.  Off Premises: 15% of major license fee upon issuance and Annual renewal.
Living Quarters	On-Premises: Class C Tavern  Off-Premises: SDD SDM  Resorts: Class C, Tavern, SDD, SDM  Michigan Manufacturers & Wholesalers	Allows living quarters to be directly connected to the licensed premises	\$70 Inspection fee
Direct Connection Authorization	All types of retail licenses and Michigan Manufacturers & Wholesalers	Required to connect the licensed business with any unlicensed area not under the direct control of the license	
After Hours Food	All On-Premises licenses including Resorts	Allows the business to stay open for the sale of food between 2:30 a.m. and 7:00 a.m. Monday through Saturday or between 2:30 a.m. and noon on Sunday. The business must operate a full-service kitchen. The licensee must specify the hours requested. Sales or consumption of any alcoholic beverages are not allowed during these hours.  Approval of local law enforcement is required.	\$70 Inspection fee

PERMIT	ISSUED TO	DESCRIPTION/ACTIVITY	FEE
Dance	All On-Premises licenses including Resorts and Michigan Manufacturers of Beer, Wine & Brandy	Allows dancing by patrons. The dance floor must be at least 100 feet square, well defined, clearly marked, and unobstructed when customer dancing is permitted. Approval of local police <b>and</b> local legislative body is required.	\$70 Inspection fee
Entertainment	All On-Premises licenses including Resorts and Michigan Manufacturers of Beer, Wine & Brandy	Allows dancing by employees or contract entertainers, or for entertainment including monologues, dialogues, motion pictures, still slides, closed circuit television, contests, or other performances for public viewing. Does not allow dancing by patrons.  Not required for orchestra playing, piano playing, playing of other types of musical instruments, singing, or for the showing of publicly broadcast television.  Local police and local legislative body approval is required.  If entertainers change clothing separate dressing rooms for male and female entertainers are required. Public rooms, restrooms, kitchens and other similar areas may not be used as dressing rooms.	\$70 Inspection fee
Golf	All On-Premises licenses including Resorts	Allows the licensed premises to be occupied for registering golfers before or after the legal hours. Licensee must specify the hours of operation.  Alcoholic beverages cannot be sold or consumed on the licensed premises during this period. Licensed premises must be adjacent to the golf course.  Local police investigation and approval is required.	\$70 Inspection fee
Additional Bar	Class C, B-Hotel, Class C Resort, B-Hotel Resort	Required for each bar over one on the licensed premises at which customers may purchase alcoholic beverages or are allowed to consume alcoholic beverages.  Local law enforcement investigation and approval is required.  NOTE: Additional Bar Permits are not required for A-Hotels, Clubs or Taverns.	\$70 Inspection fee; \$350 for each additional bar permit. Due at issuance and every renewal.

PERMIT	ISSUED TO	DESCRIPTION/ACTIVITY	FEE
Bowling	Bowling Centers with any On- Premises License	Allows bowling on the licensed premises before or after the legal hours. The licensee must specify the hours of operation. Alcoholic beverages may not be sold or consumed during these hours.	\$70 Inspection fee
		Local law enforcement investigation and approval is required.	
Topless Activity Permit	All On-Premises Licensees including Resorts	Allows entertainment or work related activity performed on the licensed premises in which the female breast area is exposed by any means including see-through clothing or body stocking.	\$70 Inspection fee
		Local law enforcement agency and governmental approval is required.	
Outdoor Service	All On-Premises Licensees including Resorts and Michigan	Allows the sale and consumption of alcoholic beverages in a well-defined and marked area adjacent to the licensed premises.	\$70 Inspection fee
Ski	Manufacturers of Beer, Wine & Brandy All On-Premises licensees including Resorts	Local police investigation and approval is required. Allows the licensed premises to be occupied for the registration of skiers before or after the legal hours. Licensee must specify the hours of operation. Alcoholic beverages may not be sold or consumed on the premises during the period of the permit.	\$70 Inspection fee
Participation Permit	All types of retail licenses and Resorts	Local law enforcement investigation and approval is required. Allows a non-licensee to receive gross or net profits from the licensed business.	\$70 Inspection fee
Miscellaneous	All On-Premises Licensees including Resorts	Local law enforcement investigation and approval is required.  Specific purpose permits may be issued for other types of unique circumstances (i.e. tennis or racquetball), which require the premises to be occupied at other than the legal hours. The licensee must specify the hours of operation. These requests are considered on an individual basis and may not include activities for which a dance, entertainment or topless activity permit is required.  Local law enforcement investigation	\$70 Inspection fee
		and approval is required.	

### **OBTAINING SPECIAL ACTIVITY PERMITS**

Special activity permits may be obtained:

- at any time by the existing licensees
- at the time of transfer of ownership or location of an existing license or at the time of application
  for a new license. The request should be a part of the application. Failure to request the
  special activity permit before investigation can significantly delay the time
  needed to obtain the license and the special activity permit.

## **DESCRIPTION OF THE PROCESS**

#### **Existing Licensee**

Send a letter to the Commission requesting the specific permit desired. Describe the reason for the request. Always include the licensee name, licensed address, and licensee number. Pay investigation fee of \$70 for all special activity permits (not each) requested. There is no investigation fee for the Sunday Sales Permit but completion of a special form is required.

# Applicant for New License or Transfer of Ownership or Location

When completing the form LC1135 (Request for Forms) be sure to include information on the special activity permits that will be needed by the new owner or at the new location. Pay \$70 investigation fee for each type of license. There is not investigation fee for permits if requested at the time of original application.

#### **MLCC Licensing & Enforcement Staff**

Review the letter or LC-1135 to determine if the information provided is sufficient to determine the type of special activity permit desired. Contact the licensee or applicant for additional information, if needed. Forward the request for the permit (except Sunday Sales) to the appropriate enforcement district office.

#### **MLCC Enforcement Investigator**

For all but Sunday Sales Permits, investigate the established location to determine if the requirements are met for the type of special activity permit requested. Give forms for local approvals to appropriate law enforcement office. If the permit requested is for a Dance or Entertainment Permit give the appropriate form to the clerk of the local legislative body.

## **Local Police and Legislative Body**

Review special activity permit request to determine compliance with local ordinances. *Police Recommendation* – Sign and submit appropriate forms provided by the MLCC investigator.

Legislative Body Recommendation – Submit signed resolution on form provided by the Commission.

#### **MLCC Licensing Staff**

Receive Investigation Report and any required forms from the local police and local legislative body. Forward the request for special activity permit to the Commission for consideration at a regularly scheduled meeting. If legal in the local governmental unit, requests for Sunday Sales Permit are submitted directly to the Commission since an investigation and local approval are not required. Special activity permit requests for transfers of ownership or location or for new licenses are generally submitted at the same time as the license application. Issue Permits following Commission approval.

#### **Liquor Control Commission**

Approve or deny the request for special activity permit based on the information presented.

NOTE: If construction, remodeling, or installation of equipment is to be done which requires a physical inspection by the Commission or local officials, a permit will not be issued until the final investigation is completed. The licensee or applicant is responsible for requesting any final inspections.